



Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

Addendum No. 1

Issued: May 3, 2011

RFP #11-004-67 Fiduciary Management Services (Sheriff's Office)

TO ALL PROSPECTIVE BIDDERS:

The above described RFP has been modified to reflect the following.

Site Visit of the Facilities

A site visit of the facilities to see the current operations and to answer any questions has been scheduled for Tuesday, May 10, 2011 beginning at 10:00 a.m. (CST) in the Criminal Justice Center Jail Division, 201 Poplar Avenue, Memphis, TN. A tour of the east location, Jail East Facility, located at 6201 Haley Road, Memphis, TN. will begin at 2:00 p.m. (CST).

Advance notice of attendance is required. If you plan to attend, you must contact the Purchasing Department in writing via email to Debra.Louis@shelbycountyttn.gov the name of your firm, contact name and telephone number, and number of representatives who will be attending.

Listed below are the Jail Division's tour rules and regulations prior to the visit.

- ◆ Vendors are to meet at Main Screening (entrance on Poplar Avenue for the Jail, but not the entrance nearest to Third Street for public access for court appearances, etc.). After the vendor has cleared the scanner, they will be required to sign the visitor's log and receive a visitor's I.D. card.

Vendors may bring the following authorized items into the facilities:

- ◆ Valid photo I.D.
- ◆ Notebooks and Pens

The following items are *prohibited* within the facilities unless authorized by the Chief Jailer or designee:

- ◆ Purses
- ◆ Briefcases
- ◆ Cell phones or electronic devices

NOTE: The rules and regulations apply to both facilities.

At the end of the tour, the visitors will be escorted back to the designated area to sign out of the facility and return the visitor's I.D. card.

All other requirements of this RFP remain unchanged.

If you have any questions, please contact me via email at debra.louis@shelbycountyttn.gov.

Sincerely,

Signed Original On File

Debra D. Louis, Buyer
Purchasing Department
Shelby County Government

